



Email: blisworthparishcouncil@gmail.com

Minutes of the Annual General Meeting 13th May 2019

Held in the upstairs room of Blisworth Village Hall at 7.30pm

Present:

Cllr T Hillier
Cllr J Hawkins
Cllr C Gardner
Cllr S Billing

Cllr S Clarke SNC

PUBLIC QUESTIONS, COMMENTS AND REPRESENTATIONS:

In the last item on the agenda of meeting residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting and may not take part in the Parish Council meeting itself.

1. **ELECTION OF CHAIRMAN: Cllr Hillier - Proposed by Gardner, seconded Cllr Hawkins**
There being no further nominations for Chairman, Cllr Hillier was duly elected as Chairman for the current month.
Cllr Hillier explained the situation regarding the lack of Chairman
2. **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY CHAIRMAN – Declaration was signed by Chairman and Clerk.**
3. **ELECTION OF VICE-CHAIRMAN: It was agreed not to elect a vice Chairman at this time.**

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4. **APOLOGIES FOR ABSENCE** – APOLOGIES AND REASONS FOR ABSENCE WERE APPROVED FOR:
Cllrs Bunker, Dalton, Cllr Hywell Davies (SNC)
5. **DECLARATIONS OF INTERESTS** – To receive declarations made under the Council's Code of Conduct related to business on the agenda.
(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business).
None was declared.
6. **CASUAL VACANCIES - NOTICE OF CASUAL VACANCIES ARISING HAVE BEEN DISPLAYED AND COUNCIL CAN NOW CO-OPT.**
Cllr Hawkins suggested inviting people to a meeting to try to create some interest.
7. **REVIEW OF FINANCES** – TO AGREE AND REVIEW FINANCES, INCLUDING USE OF NCALC AS INTERNAL AUDITOR AND OF COUNCILLOR TO ACT AS INTERNAL CONTROL OFFICER.

Agreed – **Clerk** to email Cllr Lee to see if she would be willing to act as ICO.
8. **ADOPTION OF (new) STANDING ORDERS AND FINANCIAL REGULATIONS (previously circulated with final accounts) including adoption of the Financial and Management Risk Assessment – Adopted**
9. **ADOPTION OF CODE OF CONDUCT (previously circulated) – adopted**
10. **PROCEDURE FOR HANDLING REQUESTS MADE UNDER FREEDOM OF INFORMATION ACT 2000 AND DATA PROTECTIONS (previously circulated) -**
11. **MEDIA POLICY (previously circulated) - adopted**
12. **COMPLAINTS POLICY (previously circulated) - adopted**
13. **GDPR COMPLIANCE**
 - a) To appoint the Northants CALC DPO Service as the council's Data Protection Officer
 - b) To resolve that the council continues to register with the ICO and pays the relevant Data Protection Fee**a and b were agreed – Clerk to check documents for next meeting.**
14. **WEBSITE** - Parish council has written to Mr Ian Tack stating he has been appointed as the new editor and administrator of Blisworth Life and Blisworth

Signed-----

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Parish Council websites, under the auspices of the Parish Council. The Clerk will continue to run the Parish Council site. Clerk has also written to thank Trisha White for all her work with the websites in the past. **Clerk** to request that Ian Tack put APM reports on to Village Life Website.

15. **DATES FOR MEETINGS FOR NEXT YEAR** - PC confirmed that the Parish Council Meetings for the year 2019 to 2020 will *generally* take place on the first Monday of the month. If this is not feasible, possibly due to a bank holiday, it will be re-arranged. Extraordinary meetings will be held as necessary.
16. **Agreement on Arrangements for dealing with PLANNING Applications** – Notification of applications to be received by email to Clerk who will circulate the communication which includes web link. If necessary, extension to final consultation date will be obtained. Hard copies to go **Clerk**.
17. **APPOINTMENT OF REPRESENTATIVES FOR VILLAGE HALL AND PLAYING FIELDS ASSOCIATION** – Cllr Gardner agreed to continue in this role.
18. **APPOINTMENT OF REPRESENTATIVE TO ACT AS FOOTPATH WARDEN** – Clerk has recently written to Mike Burgoyne thanking him for acting as interim warden. **Clerk** to ask a suggested resident if he would be interested in the role.
19. **GRASS CUTTING ARRANGEMENTS FOR 2019** – Contract finalised. PC considered how to deter parking of vehicles on verges preventing efficient cutting. PC felt there was nothing it could do other than request in R and A not to park on verges on Mondays. Cllr Billing agreed to see Mr Judkins from Allseasons tomorrow. He had stopped the grass cutting while the PC had no Chairman but now would ask him to continue. A parishioner stated that some parts of the village have not been. PC requested that that she obtain a list
20. **RESOLUTION TO SIGN & APPROVE MINUTES OF THE PREVIOUS MEETING DATED 1st April and 7th May 2019.**
The minutes from these meetings were approved and signed.
21. **CLERK'S REPORT** – Clerk had received notification from SNC that CIL (Community Infrastructure Levy) had been awarded to Blisworth - **£2,164.50** (Blisworth Hill Farm S/2016/2718/MAF)

22. DISTRICT AND COUNTY COUNCIL REPORTS

Cllr Clarke –

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- Mr Crook the council's Community Safety and Emergency Planning officer had attended a ceremony where he was invested in the Honorary Commanders Program for the 422 Air Base Group at RAF Croughton
- European Parliamentary Elections – 23.5.19
- Details of South Northants Local Plan – on website
- Deadline for Art ex at Heseltine Gallery
- Work on canal to remove trees been done – Canal and River Trust had carried out work.

23. **ADULT OUTDOOREXERCISE EQUIPMENT** – Grant application made by PC has been refused.
Cllr Hillier mentioned that it would need monitoring for insurance purposes and safety inspections would have to be carried out as per the play area. Would also need to consult particularly with immediate neighbours to the area.

24. **'HR' COMMITTEE** – Report from Cllrs Hillier and Bunker on meeting which had taken place on 17.4.19. Clerk's Contract of Employment to be implemented after amendments. Arrangements are on-going regarding a committee.

25. **RAIL FREIGHT TERMINALS** – Update on latest positions of applications. Notification of completion of the Examining Authority's Examination , Northampton Gateway

link below to view the S99 letter on 10 April 2019

<https://infrastructure.planninginspectorate.gov.uk/wp-content/uploads/projects/TR050006/TR050006-001270-Notification%20of%20Completion%20of%20ExA%20Examination.pdf>

Clerk had requested Adam Brown for a copy of the objection from the NCC to the Planning Inspectorate to the Rail Freight applications. Letter circulated.

26. **CHAPEL LANE** – Update on building – nothing at present. **Clerk** to request again that rubbish is moved and also to request a hoarding is placed around the site.

27. **PLANNING** –

Comments returned to SNC:

See Planning Register below for details of applications presently under consultation.

For Comments:

Application No. S/2019/0815/FUL

- Proposal Change of use from A1 to B1 Location Suite A Blisworth Marina
Blisworth Arm Blisworth NN7 3FG – deadline 17.5.19 – no objections, **Clerk** to inform SNC.
28. **The Sun Moon and Stars** - PC has written to SNC, Heritage Department with its concerns about the continued demise of the building now it is up for sale. Letter acknowledged.
29. **Footpaths –**
- Reports of any problems
30. **Lighting –**
Clerk has accepted quote from Aylesbury Mains for numbering of lights for £633.40 ex VAT which was agreed at last meeting.
Arrangements for reporting of faults, to report to Clerk and Cllr Gardner.
Lights reported: none,
Clerk to report Mead View lights again as still not working and include mention of grass cutting.
31. **Play Area – Reports of any issues**
Annual inspection (27.3.19) by Wicksteed report received, hard copy with Clerk and Cllr Dalton – no issues raised.
32. **Neighbourhood Watch Scheme**
- **NHW Co-ordinator sought**
33. **Highways –** Cllr Adam had emailed requesting PC provide him with the name of a road within your Parishes that you would like to see Northamptonshire Highways prioritise for resurfacing during 2019/20. Clerk had responded that Buttmead/Connegar Leys are very much a priority.
- Cllr Gardner reported that some potholes were being filled today. Buttmead so bad that school children had had to carry out their Cycle Proficiency Tests on Courteenhall Road.
- Clerk** to request that Helen Howard sends her report from 27.3.19. Also ask if Enforcement Team has been along Stoke Road near surgery.
34. **COMMUNICATIONS (not mentioned elsewhere on the agenda)**
To Councillors – SNC Who's Who
35. **PROGRESS GROUP REPORT – see below**
36. **ORGANISATION OF THE DELIVERY OF ROUND AND ABOUT –** Jane Percival has written to say she wishes to stand down from the organisation of the delivery of the newsletter after 35 years. Parish Council needs to consider obtaining a volunteer. Letter of thanks to go from Clerk on behalf of PC for all her work.

Signed-----

Date-----

37. FINANCE

- i) The following documents were agreed and signed by the Chairman:
- SECTION ONE, The Annual Governance Statement 2018/19
 - SECTION TWO The Accounting Statements 2018/19
- of the ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN for year-end 31.3.19
- ii) The following payments were approved:

Name	Details	Amount £	VAT	Total	Chq
Allseasons	Grass, inv	1000.00	200.00	1200.00	757
Wicksteed	Play area inspection	45.00	9.00	54.00	758
V Hartley	Salary for April	583.35	-	583.35	759
HMRC	Tax for above	57.40	-	57.40	760
E-on	Supplies Jan-Mar	1236.23	247.25	1483.48	761
NCALC	Subs and Audit	821.88		821.88	762
Aylesbury Mains	Repairs invoices 18708,18803	449.60	89.92	539.52	763
Shire Lumsden	Inv 21930 – R & A printing	125.00		125.00	764
Colin Gardner	New filing cabinet	60.00		60.00	765

- **Bank Balance at 22.4.19 – £46,006.81 50% precept received - £19,000 and Football rent - £150.00 and water rates £248.82**

38. FUTURE AGENDA ITEMS AND COUNCILLORS COMMENTS

- Filing Cabinet – Cllr Gardner had got one for PC and installed it in the store room of the village hall.
- Canal and River Trust letter from Cllr Billing re use of motors and pollution issue, **Clerk** to send.
- **Clerk** to send a letter to Football Club, Scouts and VHPFA requesting that slow down the traffic next to housing and children playing.
- Council to consider request for speed limit along Northampton Road from Blisworth to Milton Malsor – Speed Watch Campaign about to begin.

39. DATE AND TIME OF NEXT AND FUTURE MEETINGS – June 3rd 2019

40. PUBLIC SESSION

Signed-----

Date-----

Signed Date

Planning Register at 30.4.19

<u>Application Number</u>	<u>Location</u>	<u>Proposal</u>	<u>Received</u> <input type="checkbox"/>
<u>S/2019/0815/FUL</u>	Suite A Blisworth Marina Blisworth Arm Blisworth NN7 3FG	Change of use from A1 to B1	24/04/2019
<u>S/2019/0818/NMA</u>	30 Stoke Road Blisworth NN7 3BZ	Non material amendment to S/2018/1623/FUL (Erection of dwelling and detached garage (Resubmission of Plot 1 of approved application reference S/2014/0090/FUL) Window added to side elevation and side lights to front door, side elevation 2 - double doors changed to triple doors (D03), (D08) repositioned and (D04) on rear elevation changed from 4 panel to 3 panel door. Garage - Door moved to rear, additional velux & shiplap cladding to match windows.	24/04/2019
<u>S/2019/0715/COND</u>	30 Stoke Road Blisworth NN7 3BZ	Condition 10 [Architectural detailing of exterior] Application for approval of details submitted pursuant to condition of planning permission S/2018/1623/FUL [Erection of dwelling and detached garage (Resubmission of Plot 1 of approved application reference S/2014/0090/FUL)]	09/04/2019

Signed-----

Date-----

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